



# IDFPR

Illinois Department of  
Financial and Professional Regulation

Division of Professional Regulation

## STRUCTURAL ENGINEERING: NEXT STEPS

### YOU'VE TAKEN AN NCEES EXAM... GREAT! NOW WHAT?

1. A grade notice will be posted to your NCEES account once NCEES scores the examination.
2. If you **FAILED** the examination, you must re-register with NCEES and email IDFPR at [FPR.DesignUnit@Illinois.Gov](mailto:FPR.DesignUnit@Illinois.Gov) with your exam registration confirmation and NCEES ID # to sit for the next available exam.
3. If you **PASSED** the examination, email IDFPR at [FPR.DesignUnit@Illinois.Gov](mailto:FPR.DesignUnit@Illinois.Gov) with your exam score notice/exam verification and NCEES ID # for processing.
4. If you have questions regarding your application, please contact the Department at 217-524-3210.

### ENROLLMENT AS A STRUCTURAL ENGINEER INTERN (SEI)

As all applicants must be pre-approved by the Board to sit for the FE exam for SEI Enrollment, the final item to submit to the Department for SEI enrollment is your FE exam verification.

Once our office receives your email with the exam verification, it will be processed and your enrollment application will be completed. At which point, you should receive an email from the Department containing a download link for your SEI Certificate.

### ILLINOIS STRUCTURAL ENGINEER LICENSE

As all applicants must be pre-approved by the Board to sit for the SE exam for SE Licensure, the final item to submit to the Department for SE licensure is your SE exam verification.

Once our office receives your email with the exam verification, it will be processed and your SE license application will be completed. At which point, you should receive an email from the Department containing a download link for your SE license.

#### Important information once licensed.

- All Structural Engineer licenses expire on November 30th of even-numbered years, regardless of issuance date.
- You are exempt of the CE requirement for your initial renewal.
- It is your responsibility to update your contact information including email address with the Department to ensure that you receive all courtesy renewal email reminders and other notifications.
- We highly recommend that you review the Code Enforcement Manual as it will provide a sample of what your Illinois license seal/stamp should look like and other useful information regarding your profession.
- **You may access the manual here:** [https://www.idfpr.com/forms/DPR/Design\\_Code\\_Manual.pdf](https://www.idfpr.com/forms/DPR/Design_Code_Manual.pdf)